

HARMONY FIRE DISTRICT

P.O. Box 360 – 194 Putnam Pike
Harmony, R.I. 02829

The regularly scheduled monthly meeting of the Harmony Fire District Executive Board was held at the Harmony Fire Station on **Thursday, August 29, 2013.**

Present: Chief Stuart Pearson; Attorney – Fred Mason, Jr.
Treasurer – Sandra Owens; Tax Collector/Clerk – Kimberly Barber;
Board Members – Louise Michaels, Milton Huston & George Kain
Association Representative – Linda Ferragamo, President

Absent: Jim Richards – excused
Raymond Fogarty – excused

I. – Meeting Called to Order: Due to Ray's absence, George stood-in as Moderator.
The meeting was called to order at **7:09 pm** by acting Moderator Kain.

II. - Approval of the minutes from the May 16th meeting.

Moderator Kain asked the board if there were any discrepancies to note on the minutes from the May 16th meeting. If there are no corrections, he would like to call for a motion to accept them.

Louise made a motion to accept the minutes. Milton seconded the motion.
The motion carried unanimously.

III. – Approval of Bills:

A check register of bills to be paid was provided to all board members in their folder. Moderator Kain asked if there were any comments or questions on these expenses. If not, he would like to call for a motion to accept them as presented.

Milton made a motion to approve the bills. Louise seconded the motion.
The motion carried unanimously.

IV. - Treasurer's Report:

Sandy presented reports for both May and June.

Beginning balance May 1st \$465,443.27 and ending balance May 31st \$442,086.69.

Beginning balance June 1st \$442,086.69 and ending balance June 30th \$415,046.30. June had higher expenses, which is in-line historically with previous years due to remaining funds being expended.

Sandy stated that at year-end we have approximately \$263,000 in operating funds. The truck fund has about \$141,000. That figure, together with the additional funds in the 2013-14 budget, will give us \$201,000 total to purchase the new truck.

Sandy stated she would go over the year-end figures again before they are delivered to the Auditor.

Louise made a motion to accept the May and June Treasurer's reports as presented. Milton seconded it. The motion carried unanimously.

V. - Tax Collector's Report:

The total 2013 Tax Levy is \$445,001.38, which is consistent with previous years. The taxes receivable balance as of today's date is \$328,727.78. Taxes collected in the month of June totaled \$2,974.81. Taxes collected in the month of July totaled \$5,002.95

Third party billing fees collected in the month of June were \$7,953.00. Third party billing fees collected in the month of July were \$2,106.48. Sandy mentioned that the total collected for the year was about \$118,000 which is very good.

Paperwork that was received from the USDA, our building loan holder, was presented to the board. They are making all of their account holder's complete mandatory ACH enrollment forms. Some discussion followed. George asked when it was required to be done by. Kim said USDA wanted to implement it with our upcoming December payment. Sandy questioned if this was a conflict with our by-laws which require dual signatures on checks, as well as board approval of bill payments. She was going to look into the issue further by contacting the USDA. Kim mentioned that we do have 2 other automatic payments already that hit our credit card account, Poland Spring Water and GoDaddy.com our website provider. Sandy stated that these 2 aren't an issue since we get to review the charges and the credit card bill is paid by check.

The annual conference of the Northeast Regional Tax Collector's and Treasurer's Association is being held September 9th through the 11th in Mystic, CT. Kim would like to attend, with the board's approval, but she would be willing to do so as a commuter with the cost being reduced to \$250. The Chief said that he highly recommended she attend this conference due to the current issues pertaining to fire districts and tax collectors in general. Attending these types of events keeps us abreast on current issues. George stated that she should be compensated for her gas expense. The board members all agreed and approved her attendance.

Kim stated that she had placed fiscal year 2013-14 budget print-outs in everyone's folders. She also reported that she had looked into what the Auditor was charging Chepachet (CFD) and West Glocester (WGFD), as the board had requested. According to Chepachet's budget that is posted on-line, their expense is the same as ours, \$2,750. WGFD's budget information was not available.

Kim also brought up the subject of the Harmony Post Office. It has reduced its hours and is now only open Monday through Friday 8:00 am to 12:00 pm. They no longer have one Post Master, but a different one on each day. She would like to know if the board would approve her looking into getting mail delivery here at the station and closing the post office box. The only issue she could see with it would be the zip code issue. Some discussion followed. It was agreed that having on-site mail delivery would be more practical. However, Louise suggested to use Glocester as our town, instead of Chepachet, to avoid the possible confusion of our station with the CFD. She uses Glocester for her home mailing address. George stated that we should not close the post office box right away though. Sandy asked if anything would need to be changed in our By-

Law's or Charter. George said he would help Kim look into this and they would report back to the board at our next meeting.

Louise made a motion to set-up mail delivery at the station using the street address 194 Putnam Pike, Glocester, RI 02814. Milton seconded the motion. The motion carried unanimously.

Milton made a motion to accept the Tax Collector's report. Louise seconded it. The motion carried unanimously.

VI. - Chief's Report:

A denial letter was received for our 2012 AFG grant application.

A new piece of equipment called a King Vision was purchased with Kilmartin grant funds. The crew has been trained on it and it has been put in service on our rescue. The Chief stated he plans on visiting Mr. Kilmartin to thank him personally.

We have been experiencing high call volume: 60 runs in July – 6 in one day a couple of weeks ago. The Chief said hats off to our crew for wonderful work. We don't have a huge crew, but we have quite a few dependable people who do a great job and get along together very well.

The A/C upgrades and the kitchen remodel are complete.

The Chief had a meeting with Representative Keable and Senator Fogarty regarding tax cap legislation which ultimately passed in our favor.

Several meetings were attended by the Chief to plan for the July 4th Parade, which was classified as a Level 3 Alert along with the Bristol Parade.

Crew members attended the NRIFL Firemen's Memorial at Pascoag Hose #1.

A surprise retirement party was held for Chief Goodnough. WGFD's new Chief is Chris Labutti.

In June and again just this Monday, Lt. Farley met with Dr. Bonitati, our new Medical Director from Roger Williams Hospital, for Quality Assurance reviews of our rescue run reports.

The Chief attended the NEAFC conference in June in the capacity of their outgoing President.

On June 24th the Association held a Pig Roast at the station that was catered by Liberina's. It was really nice for the crew because they all got to enjoy it without having to prepare anything themselves. The food was terrific!

Town-wide training was held at the WGFD training site – fire evolutions & EMS topics were covered.

At the end of July the Chief attended a Glocester Public Safety Commission meeting regarding a street in Harmony with a parking complaint. The situation was resolved.

Lt. Falco has gotten the Second Signal alert system up and running. This system is a supplement for regular dispatching via cell phone. The Chief played an example for the board from his cell phone.

The Chief met with resident Glen Nelson on Eddy Road regarding his inquiry about the possible installation of a Dry Hydrant. The option was found to be not viable for his property.

Lt. Falco has completed VFIS recommended Driver Training and Road Course evaluations on all drivers. It was mandatory for all apparatus drivers to complete.

Thank you letter is being sent to a local UPS driver for his assistance during an emergency call. He assisted a resident in need prior to arrival and the EMT's were quite impressed. We have found out that this is not the first time he has been recognized for being a good Samaritan either.

Thank you letters are also being sent to 2 Ballard-Mack owners for assisting us in advertising and ultimately selling Engine 23.

The Chief attended the IAFC conference in Chicago. He said that it was a very informative event. Networking with other Fire Chiefs throughout the country is very enlightening. Sometimes you think you are the only one, but many other departments have the very same issues. Some discussion followed about the conference.

Louise made a motion to accept the Chief's report. Milton seconded it. The motion carried unanimously.

VII. – Harmony Fire Department & Improvement Association Report:

The Steak Fry is scheduled for September 28th, tickets are \$15.

The next association meeting is scheduled for Monday September 9th.

The Oakland-Mapleville Fire Department is holding their annual muster September 1st. The crew is putting together a team to compete.

Linda thanked the Chief for the Maggie the Mule sweatshirts he gave to the crew at the Pig Roast. Everyone loved the new logo he created!

Milton made a motion to accept the Association's report. Louise seconded it. The motion carried unanimously.

VIII. - Committee Reports:

a. Policies & Procedures Manual – Milton, Chair

Milton stated that this item is complete and should be removed from future agendas.

b. Broadband Work Team – Milton & Stephen Kut, Co-Chairs

Milton stated that he would like to revisit this topic and look into bringing this item in a different direction. Stephen Kut's name can be removed as a Co-Chair.

c. Property Review Work Team – George & Louise, Co-Chairs

Louise stated that she is uncomfortable with the idea of approaching these property owners in person. Some discussion followed. It was decided that Kim will draft letters of interest for the properties at 200 and 204 Putnam Pike. She will e-mail them to George and Louise for their review. After they give their approval she will present them at the next monthly meeting for their signatures, and for the rest of the board for

their review. After mailing the letters, this item can be removed from future agendas until a need to revisit the issue should arise.

- d. Apparatus Review Work Team – Jim Richards, Chair
Work Team: Jim, George, Chief, Deputy Chief Segee and Lt. John Falco
George showed a picture of the truck the work team has been putting together. The Chief mentioned that Lt. Falco had put a lot of time into the specifics of the design. Some discussion followed about the truck. Kim stated the legal ad for bids would be in the Woonsocket Call tomorrow. Louise asked when we could expect to have the truck. The Chief said that once we get through the bid process we can probably expect an April or May delivery.

IX. - Old Business:

- a. Update on RIDOT proposed Roadwork in Harmony
The Chief reported that he had spoken with the RIDOT Director and he stated that our area was targeted in their 2014-15 budget. The Chief said this item should be removed from future agendas.
- b. District/Town-wide Coverage
The Chief stated that there was no further information to report on this item. It should be removed from future agendas.

George asked Attorney Mason if he had drafted a letter to Mr. Munroe yet. He had not, but he asked Kim to send him an e-mail reminder. He would forward a copy once it was complete.

X. - New Business: Addressed throughout report.

XI. - Public Input: No audience.

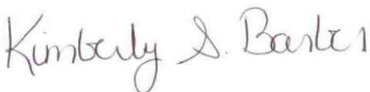
XII. – Executive Session: None called

XIII. – Adjournment:

Milton made a motion to adjourn the meeting. Louise seconded it. The motion carried unanimously. The August meeting of the Harmony Fire District Executive Board was adjourned at **8:10 pm**.

The next meeting of the Harmony Fire District Executive Board is scheduled for **Thursday, 7:00 pm, September 19, 2013** at the Harmony Fire Department.

Respectfully Submitted,



Kimberly S. Barber
Tax Collector/Clerk